**Presentation Template**

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| **Audience:** | **Theme/Topic:** | | | **Length of presentation:** |
| **Identify desired results** | | | | |
| **Participants will be able to…** | | | **Participants will know…** | |
| **Determine acceptable evidence** | | | | |
| **How will you know?** | | | | |
| **Plan your Presentation** | | | | |
| **How will you set the stage, introduce your topic?** | | | | |
| **What are your major subtopics?** | | **What examples, explanations, activities can you use?** | | |
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| **How will you conclude your presentation?** | | | | |
| **Materials and Resources** | | | | |
| Necessary equipment: | | | | |
| Handouts: | | | | |
| Internet resources: (give URLs): | | | | |
| Other materials: | | | | |
|  | | | | |
| Other: | | | | |